


# North Carolina Digital Library- eBooks

## For use with Nooks, Sony Readers

### Part One: Download Adobe Digital Editions Software, Get an Adobe ID, & Authorize (You only have to do this part once!)

1. Go to [www.greensborolibrary.org](http://www.greensborolibrary.org) and select "**Download E-books/Audiobooks**". Log in to the North Carolina Digital Library with your Greensboro Public Library card number.
2. Under **Getting Started** on the right side of the page select **Adobe Digital Editions**
3. Select **Get Adobe Digital Editions**
4. Select **Launch**
5. Select **Install**
6. Select **Yes** (to continue with download and installation)
7. Adobe Digital Editions Setup- Select **Next**
8. Adobe Digital Editions Setup, Destination Folder- Select **Install**
9. When completed, select **Close**
10. Adobe Digital Editions Install - Select **I Agree**
11. Set up Assistant - Select **Continue**
12. Select **Create an Adobe Account**
13. **Complete Required Fields** and **Select Continue** at bottom of screen
14. Select **Sign out** and return to Adobe Digital Editions Software
15. **Enter Adobe ID and Password**, select **Activate**
16. Select **Finished**
17. Plug Sony Reader or Nook into USB drive- Device Assistant will appear - select **Authorize Device**
18. Select **Finished**
19. You now have the software installed and are ready to checkout a book!

## Part Two: Finding a Book & Checking it Out

1. Go to [www.greensborolibrary.org](http://www.greensborolibrary.org)
2. Select **"Download E-books/Audiobooks"** (Click "Go to External Site" in the pop-up box that follows.)
3. Select **Login** (On the left)
4. Select **Greensboro Public Library** from the drop-down box and then **enter library card number**
5. Search for a book either using the search box at the upper right or by browsing through the collections on the lower left.
6. You can also use the **Advanced** search which can be found on the upper left side: select *Format PDF or EPUB* select *only show titles with copies available*
7. Each book will display 2 out of 3 options:
  1. **Add to My NCDL eBookBag** (This means there is a copy available and you can check it out!)
  2. **Hold Requests** (All copies are checked out and you want to place a hold. You will be asked for an email address and will be emailed when the book is available for you to check out.)
  3. **Add to Wish List** (A list of books you want to check out or place on hold at a later time. Doesn't matter if the book is available or not, you can still add it to a wish list.)
8. Make sure the book is in Adobe EPUB or Adobe PDF format, look for this symbol 
9. Select **Add to My NCDL eBookBag**
10. Select **Proceed to Checkout**
11. Select **Confirm Checkout**
12. Book is now checked out and ready for download!

## Part Three: Download a Book

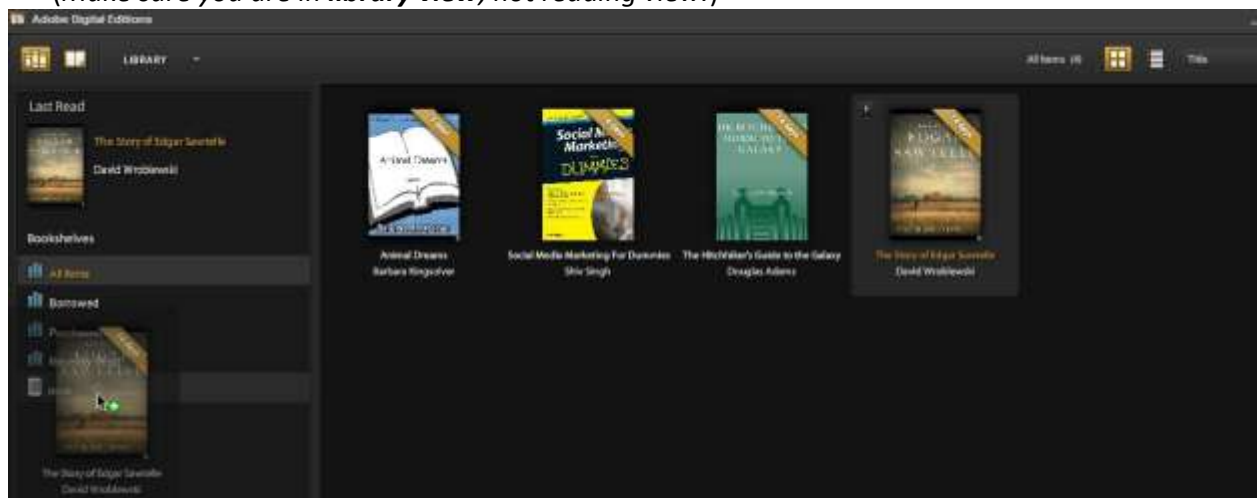
1. Select **Download**
2. Select **Open**
3. Should automatically open with Adobe Digital Editions – (If it does not, follow the alternate steps below.)
4. *Now you can read the book on your computer! (Using Adobe Digital Editions)*

Alternate Downloading Instructions:

1. Create a new folder on your desktop for storing eBooks (right click, select New, select Folder)
2. Log into NCDL and select My NCDL Account: Select Download
3. Select: Save - Save in new folder you created on desktop
4. Click and drag title from ND Digital Folder to Adobe Digital Editions Library
5. *Now you can read the book on your computer! (Using Adobe Digital Editions)*

## Part Four: Transfer from Adobe to Sony or Nook

1. Plug e-reader device into computer- *(If screen/menu with device contents pops up, close it, you don't need it.)* and click and drag title from Adobe library to device icon on the left!  
*(Make sure you are in **library view**, not reading view.)*



2. You can now read the book on your Sony Reader or Barnes and Noble Nook!
3. For B&N Nook, look under "My Documents" to find the book.
4. To return book early or delete: left click arrow upper left of book
5. Exit out of Adobe and Sony Software

Select “*Safely Remove Hardware*” icon from bottom of screen

## Frequently Asked Questions

### 1. How do I checkout eBooks? –

Go to library homepage [www.greensborolibrary.org](http://www.greensborolibrary.org) and select “E-books/Audiobooks”. Log in with your Greensboro Public Library card number. Download free Adobe Digital Editions software to your computer (Mac or PC). *For mobile devices (iPad, iPhone, etc), download OverDrive Media Console App.*

### 2. Can I read library eBooks on my:

Kindle- YES

Sony Reader- YES

Nook – YES

iPad- YES

Literati- YES

For the complete list go to [www.overdrive.com/resources/drc/](http://www.overdrive.com/resources/drc/)

### 3. Do I have to download the books to my computer first or can I download them directly to my eReader?

For Nook, Sony, etc. you must download to your computer first and then transfer to the device using Adobe Digital Editions. For Apple and other mobile devices (iPad, iPod Touch, iPhone, Android) download **OverDrive Media App** to download directly to the device. For the Kindle, you must be connected to Wi-Fi – eBooks do not download through Kindle’s 3G network. Search for books through the North Carolina Digital Library.

### 4. How many can I check out?

4 total checkouts at a time (includes eAudiobooks)

### 5. How long can I check them out?

2 weeks. After two weeks, the eBook will no longer be checked out to you. It will expire on your computer, but MIGHT remain active on your eReader device until you connect it to your computer or turn it off. Connecting to the computer will make the device find the expired file and then it will expire on your device as well. *(With rapid technology updates, we can't guarantee the book will remain on your device past the 2 week lending period.)*

### 6. Late fees?

No late fees

7. How do I return them?

No need to return, the eBook file will “expire” on your computer. You can return and delete the books early from Adobe Digital Editions, however. Note the small triangle to the upper left of the book title/icon. When you click on this small triangle, you will have the options to return and delete the book from your account. You will also need to delete the title from your computer.

8. Can I return the book early?

Yes; click on the upper left hand corner of the book icon in Adobe Digital Editions to see the *Return* option.

9. Can I renew?

No

10. How many eBooks are in NC Digital Library?

Over 15,000 and over 30,000 in the public domain.

11. I can't find the library book on my Nook, where is it?

Library books will be under the “My Documents” section; not “My B&N Library.”